



U Serve Utah

Utah Commission on Service & Volunteerism

COMMISSIONER MEETING
March 26, 2013 11:00am to 2:00pm
Rio Grande Bldg, West Lecture Hall

Attendees

Commissioners

Ron Humphries
Jeanne Hall
Bill Hulterstrom
Jake Murakami
Sue Okroy for Martell Menlove
Dwight Rasmussen
Carol Hunter
Allie Schroeder
Gail Miller
Heather MacDonald for Bill Crim

Chris Bray
Anne O'Brien
Jonathan Puente for Jose Enriquez

Staff

LaDawn Stoddard
Katie Barlow
Tracy Healey
Jana Larsen
Susan Hayward

Guests

Fraser Nelson (Facilitator).

Excused

Greg Bell
David Buhler
John Curtis
Lori Giovannoni
Julie Fisher
Jennifer Hogge
Erica Dahl

Welcome/Governance by Ron Humphries

- New legislation
 - Standardizes the name to more closely align with commissions across the nation. Utah Commission on Service and Volunteerism.
 - Voting members from 24 to 19. Reduces the size of the commission.
 - Changes executive officers to chair and vice chair.
 - Eliminates Lt. Governor as chair of the Commission but will still preside. Commissioners will still report to Lt. Governor regarding activities.
 - Legislation no longer prescribes subcommittees they will now be determined as needed by Commission.
- Name & Logo
 - "U Serve Utah" tagline presented at last board meeting. Lt. Governor loved it. Logo incorporates a hand and the letter U.
- 2013 Meeting Schedule
 - Calendar identifies meeting schedule for 2013 for the Utah Commission on Service and Volunteerism including all events. Moving to a bi-monthly schedule.

2012 In Review by Subcommittee Chairs

- Community Collaboration – Chris Bray
 - MLK Day Jan 16. Commission awarded 7 grants of \$2500 each to Westminster College, Salt Lake Community College, United Way of Northern Utah, United Way of Salt Lake, United Way of Utah County, Washington County Volunteer Center, Cache Valley Volunteer Center. Each organization required to work with two nonprofits for service projects. Total volunteers of 3285 and 5150 hours of service provided.
 - Volunteer Management Training in February 2012. A total of 20 attendees completed the training course, who then offered their own volunteer management trainings to nonprofits throughout the state with 33 classes provided.
 - The 2012 Lieutenant Governor's Conference on Service was held in April at the Davis County Conference Center in Layton. The theme of the conference was Volunteerism: Changing Communities. The conference

- provided community organizations the opportunity to network and collaborate as well as offered nonprofit management training. The attendance was 556 including organizations across Utah.
 - 9-11 National Day of Service. The Commission awarded 4 organizations a grant of \$2000 for this day of service. Went to Weber State University, Salt Lake Community College, Cache County Volunteer Center, and United Way of Northern Utah. Each was required to work with two nonprofits. Over 2102 volunteers worked on a variety of service projects donating a total of 7301 hours.
- Youth Engagement – Allie Schroeder
 - Global Youth Service Day was held in April. The Commission sub-granted 3 grants to the following organizations: Living Planet Aquarium, Real Life in Salt Lake City, and Service to the World.
 - Summer of Service. 10,000 hours of service logged totaling around \$200,000. Three awards given to youth in three categories.
- Volunteer Recognition – Jeanne Hall
 - 2012 Recognition Banquet. This might be the last state volunteer awards banquet held as in 2013 we are moving to regional luncheons and have changed the awards to two state awards and three regional awards. In 2013, the Northern Region held their luncheon and experienced more participation from nonprofits at the northern region conference/luncheon. There were 150 attendees just in northern Utah. Regional conferences require less money and can draw out more attendees since they do not have to travel as far of a distance.
- AmeriCorps – Dwight Rasmussen
 - Applications for 2013-14 funding were received in November. On Dec 19, a committee met to review program applications. We recommended and approved 4 applications to go to CNCS for a national competition for national funding. That review is currently in process with decisions being made in May. The process will not be finalized until our 2013 budget is finalized. The four recommended programs include Association for Utah Community Health Medically Underserved Program, Ogden School District Literacy Program, Utah State University Conservation Corps, and Salt Lake County Chronic Homelessness Program. The rest will be kept for consideration for formula funding.
 - Seven AmeriCorps programs were in operation in 2012 listed in the annual report with volunteer hours and types of service performed.
 - A committee will be meeting in June to determine which programs will receive formula funding based on money allocated in the upcoming budget.

2013 Operational Plan by LaDawn Stoddard

- Calendar
 - Events for the commission throughout the year are provided on a calendar handout. Includes board meetings and other events. On February 27 we held a Regional Conference on Service in Ogden Utah for the Northern region. Approximately 150 attended. Earlier in March, we held an AmeriCorps member gathering in Park City with 220 members in attendance. The purpose was to inform members of other AmeriCorps programs, provide networking opportunities, as well as complete service projects. Nearly 7500 anti-influenza kits were assembled, 89 bike tires repaired, 250 sight word kits created, and over 70 letters written to our soldiers. We also hosted a Volunteer Management Training on March 19-20. Organizations from across the state were brought together for training on volunteer management practices. They become trainers who train their community partners. Forty people attended this training. On May 9, we will be hosting our Central Regional Conference on Service at the Cultural Celebration Center in West Valley. Counties include Salt Lake, Utah, Summit, Davis, Tooele, Juab, and Wasatch. The Commission is reaching more organizations by going to a regional format.
- 2013 Budget
 - A handout was given with our full administrative budget, which operates on a calendar year. The budget does not include pass-through funding to our AmeriCorps subgrantees, which runs from 1.5 to 3 million and we won't know until June exactly how much money we will have to pass through for 2013-2014. The rest of our administration is listed on the budget. In 2014, the state increased our State Match by about \$45,000 but we will be losing about \$200,000 in federal funding, which may require us to cut out some of our programs currently offered. December 2013 is the end of our three years funding for our Volunteer Generation Grant, and there is currently no federal funding for this program. It may be available again in 2014 and we could then apply for another round of funding, but no guarantees if we would be awarded again.
 - Bill Hulterstrom motioned to approve the financial report. Jeanne Hall seconded the motion. Motion carried unanimously.

Strategic Planning Fraser Nelson

- Strategic Framework – Fundamentals Document
 - Strategic Planning subcommittee authorized during last board meeting in 2012. A subcommittee was formed and met in February 2013 to outline a vision statement, competitive advantages and core values. These items were presented to the full board as the Fundamentals Document included in folder.
 - Commissioners posed questions related to what a value is and discussion on including how we perform our work and how we manage resources. Qualities including transparency, respect, governance, using resources wisely where they have the greatest impact.
 - Discussion on changing the mission to: Enable individuals, communities and organizations in Utah to benefit from the service, power, skills, and passion of volunteers.
 - Strategy – What our organization can do to strengthen customers (community, people, organizations).
 - Raise awareness of the role of the commission through public/political advocacy and education
 - Coordinate/facilitate innovative AmeriCorps programs
 - Create and support volunteer connector organizations to support individual organizations
 - Champions of volunteerism
 - Have the knowledge and ability to help communities
 - Identify needs
 - Identify how volunteers can help in an impactful way
 - Help bridge social capital in communities
 - Celebrate/advocate successes and impact

Commission Directives/Next Steps

Assess our own services before determining strategy in the upcoming meetings.

1. May Meeting
 - a. *Understand Current Services Part I* – Ron Humphries, Jeanne Hall and LaDawn Stoddard will research and report on current services and activities provided by the commission and staff. Full board will meet to assess the purpose, value and impact of services/activities and determine which to keep and which to eliminate.
 - b. *Commission Theory* – Bill Hulterstrom and Jake Murakami will research and report on best practices of other state commissions to gain a better understanding of what skills or processes we would like to adopt for our commission (45 mins.). Framing the message.
2. July Meeting
 - a. *Understand Current Services Part II* Ron Humphries, Jeanne Hall and LaDawn Stoddard will research and report on current services and activities provided by the commission and staff. Full board will meet to assess the purpose, value and impact of services/activities and determine which to keep and which to eliminate.
 - b. *Assess Knowledge* – Chris Bray, Anne O'Brien, Heather MacDonald, and Gail Miller will research what knowledge each commissioner brings to hone in on commission assets and goals. Determine what their organizations do? They will also determine if we lack representation by any group/individual.
 - c. *Manage Assets* – Dwight Rasmussen, Sue Okroy, Allie Schroeder will research and report on how well we manage facilitating Utah AmeriCorps programs as well as activities relating to building relationships and strengthening volunteer connector organizations.
3. October 3 Meeting, 2-4PM.
 - a. Real strategic planning session.

Motion to Adjourn by Sue Okroy. Seconded by Allie Schroeder. Motion carried unanimously.

Actions By Commission

- Motion to approve the financial report by Bill Hulterstrom. Seconded by Jeanne Hall. Motion carried unanimously.
- Motion to adjourn by Sue Okroy. Seconded by Allie Schroeder. Motion carried unanimously.

Additional Follow-Up

- Staff will send email to Commissioners to confirm availability of May 30th as next meeting date.
- Staff will provide information related to the Regional Conferences on Service to Commissioners and volunteers solicited to participate.
- Staff will be following up with Commissioners to determine who may be interested in participating in current subcommittees.

- Staff will update the Strategic Framework document as follows:
 - Review core values to include how we perform our work and how we manage resources. Qualities including transparency, respect, governance, using resources wisely where they have the greatest impact (word-smithing needed).
 - Change the mission to: Enable individuals, communities and organizations in Utah to benefit from the service, power, skills, and passion of volunteers.